

**The Regular Meeting of the  
Brian Head Town Council  
Town Hall - 56 North Highway 143,  
Brian Head, UT 84719  
THURSDAY, APRIL 14, 2015 @ 9:00 AM to 4:00 PM**

**Roll Call.**

**Members Present:** Mayor H.C. Deutschlander, Council Member Jim Ortler, Council Member Larry Freeberg, Council Member Clayton Calloway, Council Member Reece Wilson.

**Staff Present:** Bret Howser, Nancy Leigh, Cecilia Johnson, Tom Stratton, Dan Benson

**A. CALL TO ORDER**

Mayor Deutschlander called the regular meeting of the Town Council to order at 9:14 am.

**B. CLOSED SESSION.** The Council will hold a closed session to discuss the character, professional competence, or physical or mental health of an individual.

**Motion:** Council Member Ortler moved to enter into closed session to discuss the character, professional competence, or physical or mental health of an individual. Council Member Calloway seconded the motion.

**Action:** **Motion carried 5-0-0 summary: Yes = 5 Vote:** Mayor Deutschlander, Council Member Ortler, Council Member Freeberg, Council Member Calloway, Council Member Wilson).

**Motion:** Council Member Ortler moved to adjourn the closed session of the Town Council and reconvene the regular meeting. Council Member Calloway seconded the motion.

**Action:** **Motion carried 5-0-0 summary: Yes = 5 Vote:** Mayor Deutschlander, Council Member Ortler, Council Member Freeberg, Council Member Calloway, Council Member Wilson).

The meeting of the Brian Head Town Council was reconvened at 9:50 am.

**C. WORK SESSION: FISCAL YEAR 2016 BUDGET REVIEW.** A review the fiscal year 2016 Budget.

Bret Howser, Town Manager, presented a draft of the proposed fiscal year 2016 town budget (see attached). The Council reviewed the proposed budget with the following discussions, changes and/or comments:

1. A review of the man hours which compute towards the total employee hours in relation to the action steps identified in the strategic plan for fiscal year 2016.
2. The staff reviewed the budget process with the Council.
  - a) The Council directed staff to change the name of the shuttle fees (Brian Head Business License Retail Fees) to reflect "enhanced service fees".
  - b) **Utility Funds:** Sewer: Bret explained the utility fees would increase up to 9% in 2018 due to the cost of the construction of the sewer treatment plant.
  - c) Bret reviewed the trend in sales taxes as explained on page 6 of the budget work book (see attached).
  - d) Brian Head's police coverage and whether the town has the option to use the County Sheriff to cover the on-call time of the officers. Council Member Freeberg encouraged staff to research the coverage and see what options the town has without impacting the officers any more than necessary. Chief Benson explained the coverage also includes EMS services and fire. Bret explained this would need to be a policy decision of the Council.



- 1 e) Bret inquired if Council is considering increase in compensation for them. No decision was made at  
2 this time.
- 3 f) Bret explained the town is anticipating on receiving approximately \$200,000 in delinquent property  
4 taxes and these funds could be used towards one-time projects.
- 5 g) **Capital investments, equipment and one time projects:**
- 6 i. **Bearflat campground improvements:** Council Member Calloway stated there is no public  
7 support to improve the Bearflat campgrounds at this time and is withdrawing his support to  
8 improve the area. Council Member Calloway went on to state he would like to see emphasis  
9 put on paving the trails from Brian Head to Cedar Breaks National Monument.  
10 Council Member Wilson commented he is in favor of improving the campground and  
11 encouraged staff to look to other resources to assist in improving the area. Tom Stratton,  
12 Public Works Director, reported that the Forest Service has stated they are not in favor of  
13 improving the area. Tom went on to comment he would like to see a sewer dump station at  
14 the minimum for the public's convenience. Council directed staff to leave the project identified  
15 in the budget since it balances out to a zero.
- 16 ii. **Asphalt & striping on Village Way:** Council directed staff to research to determine if the  
17 asphalt repair is scheduled to be completed prior to the repair of Village Way. Tom reported  
18 he will research and determine whether this project will be postponed until the next budget  
19 year.
- 20 iii. **Vehicle replacement program:** The town will be purchasing four new vehicles this budget  
21 year. Bret explained the town also has a buy back agreement with the dealership in which the  
22 town will keep the vehicles for two years with a guaranteed buy back. Bret explained he is  
23 currently working on creating a purchase/replacement program for the town's heavy  
24 equipment.
- 25 iv. The town is looking at doing their own oil changes and tire rotations/replacements. This will  
26 save the town funds in repair expenses.
- 27 v. **Council Chamber upgrade:** \$5,000 was allocated for the upgrade of the Council chambers  
28 in which a permanent historic display would be identified. Council directed staff to reduce the  
29 amount to \$1,500 for the permanent display. Council directed staff to work with the LDS  
30 Church in moving the church services to the Public Safety building.
- 31 vi. **Vasels Development Agreement:** The town is obligated to install a waterline on Vasels road  
32 as per the development agreement. Nick Vasels has made his request in writing and the staff  
33 will be working with Mr. Vasels on the location of the waterline. The waterline is at the  
34 expense of the town.
- 35
- 36 • The Town Council recessed the work session for a lunch break at 12:30. The work session was  
37 reconvened at 1:00 pm.
- 38
- 39 vii. Council Member Ortler commented that the taxpayers complaint about the high taxes, but they  
40 appreciate the physical tangible results that they can see and he believes that the town should  
41 be doing more in-house capital projects in an effort to save the town funds.
- 42 h) **Long term debt:** Interconnect bridge bond: Bret explained the town tried to refinance the bonds  
43 several years ago, but was unable to do so. In speaking with Jonathan Ward of Zion's Bank he is  
44 looking for opportunities to refinance the bonds.
- 45 i) **Strategic Plan Budget:**
- 46 i. **Strategy: Designate and train public information officers.** Bret explained staff is  
47 researching grant funds for this strategy.
- 48 ii. **Strategy: Keep Town Hall open and staff with knowledge and personable personnel.**  
49 Bret reported the staff will be evaluating the number of hours and possibly looking at having a  
50 receptionist on some Saturday's if needed.
- 51 iii. **Strategy: Provide a clear, timely, customer-friendly planning/building process.** Bret  
52 explained with this strategy the building inspector position will be a 50/50 split between  
53 building and public works.
- 54 iv. **Strategy: Maintain affordable housing.** Bret explained this will be an issue in the future and  
55 this strategy is looking at pursuing grant funding, such as CDBG funding to develop an  
56 affordable housing plan.



- v. **Strategy: Assist with special events which draw visitors to the community.** Council directed staff to change the way-finding signage to a different action step.
- vi. **Strategy: Attract event organizers to plan and carry out events in Brian Head.** Bret explained this item would give the town the ability to grant funds based on what the sales tax revenue would be for that event and would reduce the second year with 50% of the grant funds being awarded. Bret reported that a policy will be presented to Council for approval in May, 2015.
- vii. **Strategy: Plan and carry out a limited number of town sponsored events.** Council Member Calloway cautioned the Council to “keep an eye” on the events so that the events are not costing the town money. The Council agreed with the New Year Eve’s fireworks in which the town will fund one-half of the cost and the resort will pick up the remaining balance.
- viii. **Strategy: Attract high spending customers for local businesses.** Bret explained this strategy includes the joint marketing effort with the resort and several other businesses in town.  
**Highway 14 Billboard:** Bret gave a brief history on the highway 14 billboard in which the town pays for the annual permit fee from Utah Department of Transportation (UDOT) and the resort compensates the property owner by providing seasonal passes and in turn the resort uses their advertising on the billboard. Council Member Wilson encouraged staff to identify options for the town regarding the joint marketing program and event startup grant in the proposed event startup policy to see how the town benefits.
- ix. **Strategy: Provide core goods and services which are not provided by private businesses.** Bret explained the amount identified on this strategy shows as a negative instead of a positive. Staff will correct the error.
- x. **Strategy: Encourage resort-commercial development within Village Core.** Council directed staff to reduce the amount identified for this strategy.
- xi. **Strategy: Support Visitor Center.** Council Member Ortler commented he would like to see a receptionist at the front desk on Saturdays also.
- xii. **Strategy: Better integrate Brian Head Town with Cedar Breaks National Monument.** Council Member Calloway commented he would like to see additional man hours dedicated to this strategy in an effort to accomplish the goal.
- xiii. **Strategy: Foster strategic thinking and action throughout the organization.** The Council directed staff to eliminate the cost for a speaker on the strategic planning retreat and the strategic retreat will be held at a different location outside of town.
- xiv. **Public Safety Strategy: Establish public safety facility as the emergency operations facility.** Council directed staff to change the cable television for the public safety building to satellite television for the public safety building.
- xv. **Public Safety Strategy: Retain and recruit volunteer fire personnel locally to respond to fire hazards within the town of Brian Head.** Staff will verify the number of hours on this strategy.
- xvi. **Public Safety Strategy: Train all fire department personnel in the strategies and tactics used for structural and wildland fires.** Council Member Calloway commented the town is spending more time to retain and recruit firefighters than training them. Staff will review and report back to Council.
- xvii. **Public Safety Strategy: Provide opportunities for fire personnel to advance in the Emergency Medical field.** Chief Benson explained that Officer Barton is certified as an EMS trainer for Brian Head.
- xviii. **Public Works Strategy: Develop a streets master plan.** Tom Stratton, Public Works Director, explained the Community Impact Board (CIB) will assist with some of the funding for this strategy and will be in-kind funding.
- xix. **Public Works Strategy: Snow Removal.** Tom explained the mag chloride should be calcium chloride. Staff will correct.
- xx. **Public Works Strategy: Street lights and signs.** Council suggested using LED lights in the street lights. Staff is researching the incentives with Rocky Mountain Power on this item.
- xxi. **Public Works Strategy: Maintain and enhance recreation infrastructure.** Tom explained the trails will be a high priority for the department. Council Member Wilson encouraged staff to



review other options instead of using the red clay material on the town trails. Staff will research other options such as asphalt millings.

xxii. **Public Works Strategy:** Maintain and improve water storage and distribution system. Tom explained Brian Head Resort has reported they will assist with the dedicated waterline to Mammoth tank project since it benefits the resort. Staff will verify with Brian Head Resort on whether it is man hours vs. funds.

xxiii. **Public Works Strategy: Maintain and improve wastewater collection system to DEQ standards.** Council discussed the viability of purchasing a camera vs. outsourcing the service annually. Council directed staff to research the cost of a camera instead of outsourcing the service.

**j) Line Item Budget:**

I. **General Ledger #3136 Transportation Local Option Sales Tax.** Council Member Ortler reported the local option sales tax for this item would not take place until April 1, 2016 and should only reflect \$2,500 instead of \$10,000. Bret reported it would depend if Iron County decides to place the item on the ballot for the November 2015 election.

II. **General Ledger #3356 Class C Road Funds.** Council directed staff to increase the line item to 20%.

Bret reported the fiscal year 2016 tentative budget will be presented during the first Council meeting in May and will reflect the changes identified today.

**D. ADJOURNMENT.**

**Motion:** Council Member Ortler moved to adjourn the work session of the Town Council for April 14, 2015. Council Member Calloway seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes:** Mayor Deutschlander, Council Member Calloway, Council Member Freeberg, Council Member Ortler, Council Member Wilson).

The regular meeting of the Brian Head Town Council was adjourned at 3:55 pm. for April 14, 2015.

May 12, 2015

Date Approved

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Nancy Leigh, Town Clerk

